

written June 5, 1953

Approved For Release 2002/09/03 : CIA-RDP78-04718A001600070002-7

SUGGESTION NO. 356

WHY

Submission of a suggestion which is adopted may result in cash awards ranging from \$10 to \$1000 and/or other awards, including within-grade promotions and certificates of commendation.

WHO

All civilian employees of this Agency are eligible.

WHAT

Any suggestion that may promote increased efficiency, conservation of property, improved working conditions or morale, better service, or result in economy of time or money.

HOW

Submit suggestions on this sheet. State clearly and in detail your suggestion. Indicate advantages and practical means of implementation. Attach sketches and diagrams when necessary. Use a separate form for each suggestion.

WHERE

Submit suggestions through your supervisor or directly to the Secretary, Incentive Awards Committee.

☐ Declassified

Class. Changed to: TS S C

Next Review Date: 1988

Auth.: HR 48-3

Date: 12 DEC 1978

1. Why not use the following methods to save money on the travel of Agency personnel.

55-3378

B. Use "Tourist Service" where it is possible on trans Atlantic crossings or for trips to the west coast. This would mean a saving of \$100 per ocean crossing and about \$50 saving per trip to the west coast. A good many individuals making much more per annum than Agency personnel use this mode of travel. The only difference is that they are spending their own money instead of the governments.

C. Individuals returning from Europe are given a cash advance to cover the expense of travel home. When they arrive in D.C. to settle their travel advance a high proportion claim they have traveled "first class air" but have lost their ticket stubs. Thus the travel section has no alternative but to credit their advance account with the cost of the first class fare. A few of the less prudent individuals have stated to members of their branch that they have traveled "tourist class" or via [] and have pocketed the difference. Why not let the taxpayer have the benefit of the saving?

D. Perhaps even more extensive use of tourist class for ship travel would also be a wise move. On the new American liners Cabin Class is a very comfortable class of travel and is considerably cheaper than first class travel.

E. The majority of American citizens traveling on a ship use Cabin Class so why not have Agency personnel do the same.

2. If the above were put into effect it would

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From: Suggestor of Suggestion No 356

Subject: Suggestion No 356

One of the ideas presented in suggestion 356 was that Agency personnel make use of Tourist Air Travel & air coach accommodations on foreign & domestic flights. I felt that the use of tourist travel in such flights would save the Agency a considerable sum of money & would not inconvenience the employee.

The suggestion was circulated to the Comptroller's Office & to the Logistics Office where it was agreed that adaption of the suggestion would lead to monetary savings but the Agency had always followed the usual government regulations concerning travel. It was felt that the use of tourist travel would tend to discriminate against the Agency's employees when compared to the employees of other govt agencies.

I accepted the above verdict & forgot the matter even though I did not agree with some of the conclusions.

A short time ago Agency Notice 10 June 25X1
was brought to my attention. This notice encourages the use of tourist air facilities whenever possible & mentions the fact that even though it is the usual practice for the Agency to follow govt regulations, it is felt that the

deviation from the usual practice is justified in these cases. It also points out that a saving of 20 to 30% of the first class fare would be made.

A perusal of this notice leads me to believe ~~that~~ the original objections to my suggestion have been overcome & that the idea was adopted

In view of the above I would appreciate hearing from you as to the possibility that my suggestion was adopted due to some oversight & was not informed of the fact

Any information you can furnish will be greatly appreciated